

Fort Erie Museum Board Statement of Purpose

The Fort Erie Museum Board was established by the Town of Fort Erie in 1987 to direct the operations of the Fort Erie Historical Museum, the Ridgeway Battlefield Museum and the Fort Erie Railroad Museum.

The Fort Erie Historical Museum was founded by the Bertie Historical Society in 1972. Its operations include the preservation of the original Bertie Town Hall and the collection, preservation, research, exhibition and interpretation of historically significant artifacts which represent the founding, settlement and development of greater Fort Erie from the beginning of native occupation to the present.

The Ridgeway Battlefield Museum was founded by the Bertie Historical Society in 1972. Its operations include the preservation of the log home which stood on the battlefield during the Fenian Raids, and the collection, preservation, research, exhibition and interpretation of historically significant artifacts which represent the Battle of Ridgeway and the Fenian Raids.

The Railroad Museum was founded by the Fort Erie Railroad Association in 1974. The operations of this museum include preservation of the Ridgeway CNR train station, the Fort Erie GTR train station, the 6218 steam engine and a CNR caboose, and the collection, preservation, research, exhibition and interpretation of historically significant artifacts which represent the founding and development of the railroad industry in greater Fort Erie.

Fort Erie's three museums are non-profit, educational establishments operated for the community's betterment and open to the public.

This statement may be amended at any time by the Fort Erie Museum Board.

Approved by the Fort Erie Museum Board April 25, 1989
Revised May 26, 1998

Fort Erie Museum Board Collections Management Policy

The Fort Erie Museum Board was created by the Municipality of Fort Erie to collect, preserve, research, exhibit and interpret objects that best serve to illustrate the founding, settlement and development of greater Fort Erie.

The museum will collect historically significant artifacts which contribute to an understanding of past human behaviour, customs, activities, episodes, institutions or personalities in the greater Fort Erie area. Artifacts which relate to the history of the railroad will become part of the Railroad Museum's collection. Artifacts which relate to the Fenian Raids will become part of the Ridgeway Battlefield Museum's collection. All other artifacts relating to the history of the community will become part of the Historical Museum's collection.

The Artifacts Committee will be responsible for accepting donations. This committee may choose to transfer its authority to the Administrator for day-to-day decisions. In certain circumstances a ruling by the entire committee may be necessary. If the acceptance of an artifact will increase the annual operating budget of the Museum it will first need the approval of the committee and then the Museum Board.

Objects entering the collection should be accompanied by proper documentation such as: circumstances surrounding the object's discovery and acquisition; the original owner and manufacturer; the original use; a chronological history; and any other pertinent facts.

The museum may collect artifacts that have incomplete documentation as long as they contribute to a clearer understanding of significant former customs, activities, people or episodes. All items will be accessioned and catalogued.

Objects collected must be useful in the museum's research, display and interpretive activities. The museum must be able to provide for the storage, protection and preservation of the objects while keeping within professionally accepted standards.

Objects are collected for the sake of education, not for the sake of collection. However, the display of a particular object is not guaranteed.

The museum will not collect more than two of one specific item. Any triplicates must have a specific function within the museum research, display and educational programmes.

Acquisitions may be made through donation or purchase. Donations are deemed to be unconditional gifts. Purchases will be approved during the budget process. All donations will be accompanied by a signed gift form and all purchases by a complete bill of sale.

The museum may loan objects for temporary displays or educational purposes. Such off-site locations must offer proper security and environmental conditions. Any loans must be accompanied by appropriate credit to the museums.

The museum may loan objects, such as photographs, for private commercial projects; if the business is willing to comply with the conditions set down in the museum's reproduction agreement.

The museum may offer copies of its archival collection to private citizens in accordance with the conditions of the museum's reproduction agreement.

The museum may borrow objects for temporary exhibition in accordance with the conditions of the

museum's loan forms.

The museum may de-accession and dispose of artifacts that are not historically significant or triplicates that are no longer useful. Disposal of such artifacts will be decided upon by the Artifacts Committee, in conjunction with the Administrator. The item will be returned to the donor or offered to the donor's family. If unsuccessful the item will be offered to another museum, educational or cultural institution. If unsuccessful, the item will be sold. Items may not be sold on site. On no occasion will staff or Board members be permitted to purchase any such items.

This policy may be amended at any time by the Fort Erie Museum Board.

Approved by the Fort Erie Museum Board April 25, 1989

Revised May 26, 1998

Fort Erie Museum Board Conservation Policy

The Fort Erie Museum Board will ensure that its artifacts are properly housed, cared for, exhibited and interpreted. The Museum will follow ethical behaviour in the care of its collections by adhering to the code of ethics adopted by the Canadian Association of Conservation.

Physical Structure - The museum buildings, along with the rolling stock will be kept in a condition suitable for housing a museum collection.

Environment - In accordance with the "Provincial Museum Standards", appropriate control of lighting, temperature, relative humidity, dust, pests and hazardous substances will be carried out to the level which each building or piece of stock will withstand. Historical accuracy will be preserved when possible when installing equipment to maintain these standards.

Maintenance - Seasonal maintenance inspections of the buildings, stock, mechanical systems, pest control and grounds will be performed to ensure the continuity of a safe museum environment.

Condition reporting - Periodic checks of the exhibits and reserve collection will be carried out to ensure the safety of the artifacts. Condition reporting will be carried out for out-going and in-coming loans in accordance with the Exhibitions Policy.

Conservation/Restoration - Preventative conservation on the museum's collection will be carried out by trained volunteers and staff. Items requiring restoration or cleaning beyond the resources of the museum will be sent to a private conservator according to the budget. The safety of the artifacts will be considered first, when building renovation work is being carried out.

Storage - Artifacts which are too fragile for display purposes will be kept in storage as well as up to 2/3 of the collection to facilitate exhibit change. Storage areas will be secure and environmentally controlled. Artifacts will be stored in an orderly fashion with approved storage shelves, containers and packing materials. Items in storage will be protected from theft, fire, flood and other hazards. Access to the reserve collection shall be under the supervision of trained staff. Storage areas will be used only for the storage of museum artifacts.

Exhibits - Exhibition staff will be trained in proper handling and display techniques to ensure the safety of the artifacts. The environment in the galleries will be controlled and the artifacts protected from theft and public handling. Only artifacts strong enough to withstand display supports will be considered for exhibition.

Professionals - The Museum will be guided by qualified experts when the level of conservation activity exceeds the skills of staff and volunteers.

Staff training - All staff and volunteers will be trained in preventative conservation. The Museum Board will allocate funds and time for conservation training and supplies. Adequate space will be set aside for conservation treatments.

This policy may be amended at any time by the Fort Erie Museum Board.

Approved by the Fort Erie Museum Board April 25, 1989

Revised June 30, 1998

Revised June 25, 2003

Fort Erie Museum Board Exhibition Policy

The Fort Erie Museum Board will exhibit objects from its own collection, from other public institutions, or from private sources, for public education and enjoyment.

Exhibits will contain a story line or common theme which can be clearly illustrated by the artifacts on display. Themes will relate to the history of greater Fort Erie, with emphasis on the Fenian Raids, Railroading, and the Town's development.

Photographs, reproductions or artistic representations may be substituted for original artifacts to meet conservation or security concerns.

Programmes

To the best of its ability the Museums will maintain some or all of the following:

Long Term Displays - will be maintained to illustrate important themes as related to the Statement of Purpose.

Short Term Displays - will reflect the interests or concerns of the community. These may consist of travelling exhibitions, artifacts from private sources, or artifacts from the Museum's collection.

Outgoing Loans - the Museum may provide artifacts for display to other institutions, businesses, or community groups provided they have safe and suitable display areas.

Interpreters/Re-enactors - the Museum may incorporate such guides to assist in the thematic interpretation of the area.

Audio/Visual Aids - the Museum will make available slide shows or films which illustrate the history of the area, or reflect the interests and concerns of the community.

Resources

The Museum will provide for all of the following exhibition and programming resources to the best of its abilities:

Budget - adequate funds allocated to cover exhibit related expenses such as materials, construction costs, and professional or contract fees as required.

Gallery Space - the Museum will provide exhibition areas with sufficient space for the safe display of exhibits.

Work Space - the Museum will provide sufficient space for carpentry, painting, and other work as required; separate from exhibit and registration areas.

Security - the Museum will provide safe and secure exhibition space and will take whatever measures are required to adequately protect its collections and displays from theft and vandalism. The Museum will maintain careful monitoring of all exhibits on a regular basis to detect deterioration or security breaches. The Museum will maintain insurance for all objects in its collection and loaned to it for display.

Exhibition Preparation

The Museum will allow sufficient staff time to prepare exhibits. The following steps should be adhered to when creating a new exhibit:

- research subject area of theme
- write exhibition story line
- design gallery
- preparation of budget
- solicitation of necessary artifacts, graphics etc.
- hiring and/or training of staff, contractors, volunteers
- preparation of labels, backdrops etc.
- cleaning, conservation and preparation of artifacts
- construction and installation of displays
- promotion of exhibition
- maintenance of exhibits and galleries

Preventative Conservation

Only those artifacts which will not be damaged by display conditions will be included in exhibits.

The conditions of all artifacts on display will be regularly monitored for damage or deterioration and replaced as

required.

Reproductions, objects which can not be damaged by handling or items not accessioned but kept for such reasons, may be used for 'hands-on' programming.

Gallery and exhibit areas will be adequately lit for the protection of the objects according to recommended standards.

Temperature and humidity levels will be appropriate for the artifacts on exhibit.

Approved display techniques and supports will be used in all exhibits.

Public Concerns

The Museum will allow sufficient space for the comfortable circulation of visitors and the accommodation of tour groups.

As much as possible, exhibits will be accessible to the handicapped.

Labels will be clear, legible, concise and unobtrusive.

Visitors will be encouraged to make inquiries and comments about what they have seen and learned.

Publicity

The Museum will allow sufficient time to effectively promote its exhibits and programmes.

The Museum will budget money for publicity as required.

The Museum will keep the public informed of its programmes and exhibits.

Approved by the Fort Erie Museum Board April 25, 1989

Revised August 5, 1998

Fort Erie Museum Board Interpretation and Education Policy

The Fort Erie Museum Board will make its collections available to the public through the use of exhibits, special programs, events, travelling exhibitions, lectures and speaker speakers; as long as such avenues do not endanger the objects in the collection.

Interpretation

The Museum will develop a theme or story line for each object on display, in order to interpret for the visitor the history or unique character of the object.

Museum volunteers and staff will have the skills necessary to produce displays and programs.

The Museum will use artifacts from within its own collection for display and programs as long as those artifacts chosen are capable of withstanding the demands of the display or program (i.e., environmental conditions, hands-on use, travel, etc.).

The Museum Board will allocate funds each year in order to allow the Museum to develop and carry out its interpretation programs.

Programs

The Museum will develop some or all of the following programs:

Museum Tours: the Museum will encourage the development of tours, both on and off site.

In-house exhibits: the Museum will establish a series of both permanent and temporary in-house exhibits.

Travelling Exhibits: the Museum will host travelling exhibits which complement the sites, or which may be of interest to the visitors. Such exhibits may or may not be located on the Museum premises. The Museum will produce travelling exhibits as appropriate.

Historical Re-enactments: the Museum will encourage the development of historic re-enactments, either military or reflecting other areas of local interest.

Audio-Visual Programs: the Museum will develop programs using film, slides or videos. Historic and contemporary audio-visual media may be used.

Special Events: the Museum will develop or host other special events. These events may include plaque unveilings, presentations, festivals, etc.

Education

Educational Research: the Museum will address the school system's requirements to determine how the Museum may be able to meet those needs.

Themes: the Museum will develop themes for programming which will address the interests of the area schools and which augment their curriculum.

Publicity: the Museum will notify the proper authorities in the school system that it has programs available which may be of interest to the school boards

Tours: the Museum will be available for school tours by appointment only.

Staff: the Museum staff and volunteers will have the skills necessary to conduct educational programs.

Artifacts: the Museum will allow limited hands-on experiences for students using artifacts specifically set aside for hands-on purposes.

Audio-Visual Aids: the Museum will develop slide shows and film series for use in educational programming,

either at the Museum or on loan to the schools for in-school use.

Other: the Museum will develop other educational activities, such as school kits or teaching aids when appropriate.

Space

The Museum will allow suitable space to meet all of its programming requirements. This space will be large enough to accommodate groups of visitors comfortably without endangering the artifacts. This space will be suitable for the activity involved and will meet the requirements of the Museum's Collection and Exhibition Policies.

Amendments

This policy may be amended at any time by the Fort Erie Museum Board.

Approved by the Fort Erie Museum Board April 25, 1989

Revised July 28, 1998

Fort Erie Museum Board Reproduction Policy

The Fort Erie Museum Board permits the reproduction of archival, pictorial, and photographic material, of permanent and temporary displays and other artifacts which are the property of or on loan to the Fort Erie Museum Board. This service is available to all individuals, public and private agencies, and commercial enterprises under the following conditions:

1. The Administrator will approve all reproduction requests.
2. Materials on loan will not be copied without permission of the owner.
3. The intended use for copied materials must be stated whenever a request is made. The copying and photographing of materials for promotion will be permitted if considered in the best interest of the Museum and the public. The accompanying captions and artwork must be approved by the Administrator.
4. The museum will allow reproduction of items for private commercial projects, if the business is willing to donate a percentage of the object's sales to the museum or make an up-front donation, both to be approved by the Board.
5. The Administrator will determine the method by which the materials will be copied or photographed. Materials too fragile or too sensitive to light will not be copied or photographed, but may be reproduced by other means.
6. The Administrator will determine if the materials will be reproduced by Museum staff or by an outside firm. In special circumstances the requesting party will be permitted to undertake the copying or photographing.
7. The Museum and the requesting party will abide by all copyright or other restrictions pertaining to any of the materials to be reproduced.
8. Reproduction is permitted for the once-only use of the copy unless agreed otherwise. Further permission is required for each subsequent use, reproduction or display.
9. All copies and photographs of materials, when displayed or reproduced in any manner by any party, will carry a credit line with each item bearing the appropriate Museum reference. For use on television, film, or video tape, a single credit to the Fort Erie Museum Board in the acknowledgements is acceptable.
10. All copies and photographs of materials will be sold at a price to offset materials and other costs. The established or an approximate cost of the copying or photographing will be quoted to the party before any work is undertaken.
11. A 50% deposit will be paid by the requesting party before the work order is issued.

This policy may be amended at any time by the Fort Erie Museum Board.

Approved by the Fort Erie Museum Board April 25, 1989
Revised July 28, 1998

Fort Erie Museum Board Research Policy

The Fort Erie Museum Board will encourage the maximum use of its collection, supporting documentation and reference materials by museum workers, and by the public for research purposes, so long as such research does not compromise the safety or integrity of the collection and is consistent with the overall goal of the museum.

The museum will actively engage in research to assist in its collection's management, to ensure the accuracy of its exhibits, and to increase the knowledge and information available to the community.

Accessibility - The museum will make its reserve collection and archives accessible to the public.

Research Area - The museum will provide a research area and provide researchers with required materials and information as requested.

Proper Handling - Researchers will be instructed on how to handle original materials or documents so that they will not damage the objects.

Library Materials - The museum will maintain a library of reference books and other materials on such themes as are appropriate to the history of the area, the collection and the interest of the community.

Permission - Written or oral history received or prepared for the museum must be accompanied by a release statement granting the museum full permission to release the information or to reproduce or copy it as required.

Restrictions - Sensitive materials or materials which for some reason may not be used by the general public will not be made available for research until such time as the restrictions are no longer in effect or sufficient time has passed as to place the sensitivity at a proper distance.

Credit - Researchers must properly credit the museum as the source for materials. Any photographs, maps or articles reproduced from the collection must be done in accordance with the museum's reproduction agreement. Failure to credit the museum may prevent the researcher from obtaining future access to the collection.

Copyright - Copyright of materials or research completed by museum staff during regularly scheduled working hours will be the property of the museum. The employee may or may not be credited as is deemed appropriate.

Cleanliness - Eating, drinking and smoking will not be permitted in the research area.

Budget - Funds will be budgeted annually to purchase materials for use in research.

Areas of Research

Local history - The museum will research the founding, development and growth of greater Fort Erie.

New acquisitions - All new acquisitions will be researched as required to determine their significance to the collection and to understand their nature and history.

Collection - Artifacts already in the collection will be researched as necessary to increase the available knowledge about their nature or understanding of their history.

Galleries - Specific themes appropriate to the collection will be researched to provide accurate and well-documented displays.

Public requests - The museum will attempt to provide information in response to verbal or written requests from the general public and from other institutions. Research requests requiring less than five minutes of staff time will be carried out free of charge. A \$10 administration fee will apply to requests requiring more than five minutes of staff time to fill.

Right of Refusal - The museum reserves the right to refuse access to its collection and research areas to any individual misusing the collection, materials or restricted information or behaving in a manner contrary to the museum's goals and ethics.

This policy may be amended at any time by the Fort Erie Museum Board.

Approved by the Fort Erie Museum Board April 25, 1989
Revised June 30, 1998

Fort Erie Museum Board Structural Protection Policy

Definitions

Preservation:

measures designed to maintain the existing form, integrity and material of historic resources.

Restoration:

recovery of historic form and details of historic resources by removing later additions and replacing the missing original elements as accurately as possible.

Historic Structures:

Historic structures are works of man, created to serve some human activity and are usually by nature or design immovable. Examples are buildings, dams, canals, bridges, fortifications, gardens and roads.

Protection of Historic Resources

The preservation of historic resources in their existing form will always be given first consideration over restoration. The Museum Board will assess the impact of its proposed actions on the prehistoric, historic and natural resources in its sites.

Documentation

Comprehensive records will be established and maintained in the form of a complete dossier for all historic resources (places, structures, objects).

Preservation

An historic structure will be stabilized or maintained in its existing form:

- i) when the structure, upon acquisition, already possesses the integrity and authenticity required; or
- ii) when restoration is required or desirable but, for reasons of cost or lack of sufficient data, must be postponed; or
- iii) when the structure has been restored by the Museum Board and requires ongoing maintenance.

Modern techniques and devices (such as for fire, temperature and humidity control) may be used when essential to protect historic structures and objects, and to ensure visitor safety but should intrude as little as possible on the historic atmosphere.

The Museum will undertake biannual risk assessments to determine potential risks of water damage, theft, vandalism artifact access, fire hazards, infestation, storm damage, and environmental hazards. Mitigation will be undertaken as needed.

Restoration

Full or partial restoration of historic structures will only be undertaken:

- i) when it is essential for public understanding on the historical associations and appearances of the historic site; and
- ii) when the existing structure is in good condition and retains most of its original details; and
- iii) when sufficient data exists to permit accurate restoration; and
- iv) when the cost of restoration can be justified in relation to the historic significance and interpretive potential of the structure.

Restoration of structures will be undertaken in such a way that the original historic fabric is safeguarded.

Restored or replaced material will be accurately recorded but should be indistinguishable from the original in order to maintain a realistic historic environment.

Subject to the availability of data, structures will normally be restored to their most significant historic period but earlier or later components of the structure may be preserved if they are of historic or artistic merit and can be of value in interpreting the evolution of the structure.

Adopted by the Fort Erie Museum Board, March 28, 1995.
Revised June 25, 2003

Fort Erie Museum Board Staff Training Policy

Professional development will be considered as, all activities undertaken by individuals associated with the Museum which will further their specific knowledge, expertise, professional awareness and skills (whether mechanical, technical or interpersonal), to increase their existing abilities, competency or knowledge, and to assist them in fulfilling their responsibilities undertaken on behalf of the Fort Erie Museums.

The Fort Erie Museums will encourage the professional development of the members of its Board of Directors, its volunteer workers, its paid or unpaid staff, and those individuals who participate in the functioning of the Museum (i.e., summer students, interns, etc.)

The Fort Erie Museums will encourage its workers to participate in those training methods or sessions available within the interest or needs of the Museums and/or within the limits of its budget. These may include any or all of the following:

- **Recognized post-secondary education:** courses, diplomas or degrees offered in the appropriate subject areas by recognized educational institutions.
- **Internships:** the placement of an individual in another Museum or appropriate agency as a full-time staff member in order to gain on-the-job experience.
- **Workshops:** hands-on training sessions offered by organizations other than the Museum, such as the Ontario Museum Association, the Ontario Historical Society, and the Canadian Museums Association.
- **Seminars:** information sessions involving discussions on topics timely or useful to the Museum.
- **Conferences:** annual conferences of Museum professionals involving information exchange in areas of interest to Museums.
- **Visits and Consultations:** visits or tours of other institutions or related facilities which may provide useful information or training of benefit to the Museum.
- **Regional Museum Group:** participation in a Regional Museum Association made up of members from other organizations in the area which share interests, needs and expectations.
- **Guest Speakers:** invitation of knowledgeable individuals into the Museum to address the Museum workers on topics timely or of benefit to the Museum.
- **In-House Training:** a formal or informal training session wherein one individual associated with the Museum shares his or her expertise on a specific subject with other individuals associated with the Museum.
- **Orientation Programs:** in-house training or introductory sessions offered to new Museum workers, Board members, summer students or volunteers on basic, essential information required to meet the Museum's needs.
- **Reference Materials:** development of an in-house collection of books, periodicals, other publications, and other sources of information useful or required for the effective management of all aspects of the Museum.

Areas of Training

The Museum will encourage all workers to acquire a basic understanding of Museum theory and the different areas of responsibility, and will support advanced training in areas of specific job responsibilities.

- Administration and Management: including staff and site management, public relations, budgets, fundraising, security, volunteers, publicity and record-keeping.
- Registration and Collections Management: including accessioning, cataloguing, numbering techniques, research and identification, safe packaging, safe storage, safe transportation and the creation and use of all artifact records.
- Conservation and Preservation: including safe handling, environmental concerns, preventative conservation, and basic conservation treatments.
- Interpretation, Exhibition and Programming: including design, safe display techniques, exhibit preparation, environmental concerns, audience research, extension and education services.

Budget Considerations

Training Expenses: the Museum will provide funds to meet all or some of the costs incurred during professional development, including fees charged for registration, tuition or sessions, and costs of transportation, materials, and accommodation, when the Museum will benefit directly from the training. Money will be budgeted annually for staff training. Any training sessions which were not discussed and included in the budget will require separate approval from the Board of Directors.

Time Off: the Museum will allow time off from work for a paid employee to receive professional development if the Board has given approval for the worker to attend.

Reference Materials: the Museum will budget funds each year to develop its in-house collection of reference materials to assist Museum workers in the performance of their jobs and to provide necessary instruction or information in the administration of the Museum.

Professional Association: the Museum will budget funds each year to maintain membership for either the Museum as an Institution or individuals associated with the Museum as members in one or more professional associations such as the Ontario Museum Association and the Canadian Museums Association.

This policy may be amended at any time by the Fort Erie Museum Board.

Approved by the Fort Erie Museum Board April 25, 1989
Revised August 25, 1998

**Fort Erie Museum Board
Ethic's Policy**

The success of the Town of Fort Erie's Museums depends upon public confidence and broad public support. The Fort Erie Museum Board, therefore, is committed to bolstering public confidence by adhering to the highest standards of ethical behaviour.

These nine principles will guide the activities of the Fort Erie Museum Board, staff and volunteers:

1. Mission and Program - The Fort Erie Museum Board has been founded for the public good and will operate to accomplish its vision through specific goals and objectives. The Board has an obligation to ensure program effectiveness and to devote the resources of the organization to achieving its stated purpose.

2. Governing Body - The Fort Erie Museum Board is governed by a volunteer Board of Directors who are committed to the mission of the organization. Directors are expected to be prudent, loyal and impartial. The Board determines the mission, establishes policies, assures that adequate human and financial resources are available and monitors the organizations strategic and financial performance.

3. Conflict of Interest - The Fort Erie Museum Board, staff and volunteers will act in the best interest of the organization, rather than in furtherance of personal interests or the interests of third parties. The Board, staff and volunteers will adhere to the Municipal Conflict of Interest Act. The Board will routinely implement procedures to prevent actual, potential or perceived conflicts of interest.

4. Human Resources - The Fort Erie Museum Board's relationship to its employees and volunteers is fundamental to its ability to achieve its mission. The Board will adhere to the Town of Fort Erie's human resource policies which are fair, establish clear expectations and performance evaluation. Staff will act with integrity and a high sense of public responsibility and moral principles.

5. Financial and Legal - The Fort Erie Museum Board will practice sound financial management and will comply with all legal and regulatory requirements. The Board will keep accurate records to ensure that the Museum's financial resources are used in furtherance of the organization's mission. The Board will conduct periodic reviews to address regulatory and liability concerns.

6. The Collections - Collecting activities shall be ethically, morally and legally justifiable and in accordance with the Museum's stated policies. Collections will be protected, preserved, and documented in accordance with the highest professional standards. Research on the collection will be done with integrity, objectivity and scholarly responsibility.

7. Public Accountability - The Fort Erie Museum Board operates for public purposes with public support. The Board will provide the public with information about their mission, program activities and finances. The Board will be accessible and responsive to members of the public.

8. Fundraising - The Fort Erie Museum Board's fundraising program will be maintained on a foundation of truthfulness and responsible stewardship. The Board's fundraising practices will be consistent with its mission, compatible with its organizational capacity and respectful of the interests of donors and prospective donors.

9. Public Affairs and Public Policy - The Fort Erie Museum Board will represent the interests of the people it serves, through public education and public policy advocacy. The Board will encourage its members, staff and volunteers to participate in the public affairs of the community.

Approved by the Fort Erie Museum Board June 25, 2003